

Des Moines Area Community College

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Board of Directors Meeting Minutes

9-21-1970

Board of Directors Meeting Minutes (September 21, 1970)

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DES MOINES AREA COMMUNITY COLLEGE
2006 Ankeny Boulevard
Ankeny, Iowa 50021

SPECIAL MEETING

SEPTEMBER 21, 1970 A special meeting of the Des Moines Area Community College Board of Directors was held in the Board Room, Administration building, Ankeny campus, 2006 Ankeny Blvd., Ankeny, Iowa, on Monday, September 21, 1970. The meeting was called to order by the Board President, Rolland Grefe, at 7:30 P.M.

ROLL CALL

Members present: Rolland Grefe
Max Kreager
David Longnecker
Harold Welin
Ross Cramlet

Members absent: William Price
Harry Bloomquist
Robert Lounsberry
Richard Opie

Others present: Paul Lowery, Superintendent
Jack Asby, Asst. Supt., Administrative Services
Irv Steinberg, Business Manager/Board Secretary

APPROVAL OF MINUTES

It was moved by D. Longnecker, seconded by M. Kreager, that the minutes of the regular board meeting of September 14, 1970 be approved as presented. Motion passed.

CANVASS OF VOTES

A canvass of the votes cast at the regular election held on September 14, 1970 for the purpose of electing a Director from each of Districts No. 3, 4, and 5 was made by the Board. The total number of votes cast for each candidate in their respective districts was ascertained as follows:

DISTRICT NO. 3	WILLIAM PRICE	3,132 votes
	Scattered Votes	55
DISTRICT NO. 4	CECIL GALVIN	902 votes
	Scattered Votes	17
DISTRICT NO. 5	MAX KREAGER	2,042 votes
	Scattered Votes	21

A motion was made by R. Cramlet, seconded by D. Longnecker, that the canvass of votes as indicated above be made a matter of record. Motion passed.

ABM LEASING RENT APPROVAL

A motion was made by M. Kreager, seconded by D. Longnecker, that the balance of the first year's rent for Phasing Campus Buildings No. 13 and 14 of \$5,961.60 be paid to ABM Leasing Company. Motion passed.

PERSONNEL

It was moved by M. Kreager, seconded by H. Welin, that employment be offered to the following for the position and salary indicated:

<u>Name</u>	<u>Position</u>	<u>Salary</u>	<u>Effective Date</u>
Janet Ashby	ORT instructor (part-time)	\$ 6,120 yr.	9-8 -70
Bonnie Nelson	PN instructor, Boone	8,000 yr.	9-22-70

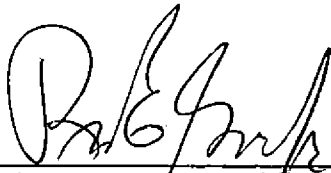
Motion passed.

STUDENT
HOUSING

The problem of student housing was discussed and it was decided to defer any board action in this regard until the regular board meeting in November.

ADJOURNMENT

A motion was made by D. Longnecker, seconded by R. Cramlet, that the meeting be adjourned. Motion passed and the meeting was adjourned at 10:15 P.M. The next meeting of the Board was set for Monday, October 5, 1970, 7:30 P.M., at which time the Board will reorganize for the new year, as required by law.



ROLLAND GREFE, President



IRV STEINBERG, Secretary

DES MOINES AREA COMMUNITY COLLEGE

Agenda

Monday, September 21, 1970 - 7:30 p.m.

Board Room - Ankeny Campus

1. CALL TO ORDER

2. APPROVAL OF MINUTES *Longnecker, 2d Keager*

3. PERSONNEL

- a. Janet Ashby, Clinical Supervisor, Ankeny, part-time over a 12 month period - # 6,120⁰⁰ eff. 9-8-70
- b. Bonnie Nelson, Practical Nursing Instructor, Boone, full time for 12 months # 8,000⁰⁰ 9-22-70

*Keager
2d Nelson*

4. OLD BUSINESS

- a. Canvass the vote for election of board members
- b. Library Randtriever contract with Sperry Rand Corporation

Cramlet, 2d Longnecker

deferred.

5. NEW BUSINESS

- a. Discussion of operating cost per student
- b. Student Housing

6. ADJOURNMENT

Longnecker,

*Approval of Rent to ABM - Keager, 2d Longnecker
balance due of 1st year's rent.*

September 18, 1970

TO: Members of Board Directors

FROM: Paul Lowery

SUBJECT: Agenda for meeting on Monday, September 21, 1970, and
related information

A short agenda is enclosed along with the information on cost determination .
In this report we have attempted to set forth the figures used by the auditor
in the computation of their costs per student and the actual cost as we would
interpret it based on expenditures.

Also enclosed is a copy of the proposed legislative program as revised, a
copy of the minutes of the regular meeting on September 14, and a copy of
the election results.

CANVASS OF SCHOOL BOARD ELECTION VOTES

September 14, 1970

DISTRICT III

Voted for W. Price

Scattered Votes

Adair-Casey	38	1
Bayard	62	5
Guthrie Center	200	2
Menlo	67	2
Panora-Linden	210	5
Stuart	33	
Yale-Jamaica-Bagley	254	2
Earlham	372	2
Interstate 35	59	2
Winterset	92	
Dexfield	105	1
Martensdale-St. Mary's	107	5
Norwalk	246	7
Carroll	286	2
Coon Rapids	296	6
Glidden-Ralston	305	6
Manning	267	1
Audubon	45	1
Exira	88	5

GRAND TOTAL VOTES

3,132

55

DISTRICT IV

Voted for Cecil Galvin

Scattered Votes

Carlisle	56	
Indianola	194	2
S. E. Warren	62	2
Knoxville	223	7
Melcher-Dallas	109	4
Pella	127	4
Pleasantville	54	
Twin Cedars	<u>77</u>	<u>1</u>

GRAND TOTAL VOTES

902

17

DISTRICT V

Voted for M. Kreger

Scattered Votes

Baxter	59	1
Colfax	133	2
Lynnville-Sully	168	2
Mingo	28	
New Monroe	474	3
Newton	617	3
Prairie City	257	2
Colo	203	4
Collins	39	2
Maxwell	64	2

GRAND TOTAL VOTES

2,042

21

COST DETERMINATION

The State Audit Report for 1968-69 reports a "cost per hour and per academic year" for each of the three Instructional Functions of the Des Moines Area Community College as follows:

	Hours of Instr.	Total Cost	Cost Per Hour of Instr.	Cost Per Academic Year
General Education	285,938	\$ 289,484.71	\$1.01	\$545.40
Career Education	793,859	\$1,266,955.10	\$1.60	\$864.00
Adult Education	382,207	\$ 466,631.24	\$1.22	\$658.80

They determine the above stated cost by dividing the total hours of instruction into what they report to be total Cost of Instruction. They then multiply the hourly cost by 540 hours. The 540 hours supposedly represents the average total hours of instruction that each full-time equivalent student is exposed to in an academic year of two semesters or three quarters.

The State Auditor's Office has chosen to use this method in all area school audit reports, and while they apply this method uniformly throughout the State, the total per academic year cost and the cost per function as they report them, are not truly representative of total actual cost nor consistent with the hourly requirements of each instructional function.

Several discrepancies, not necessarily intended, that should be noted in the audit presentation of student cost deal with erroneous inclusion, but the two major discrepancies result from the State Auditor's method of computing costs.

One, the deletion or omission of total Capital Outlay affects each of the three instructional divisions but, as should be expected because of the emphasis on use of equipment and hands on time of same, has its major effect on Career Education as does the uniform application of the 540 instruction hour formula.

Capital Outlay expenditures in 1968-69 were \$912,701.13 and equaled approximately one-third the cost of instruction. The 1968-69 audit report only includes a dollar amount for Capital Outlay depreciation of \$196,278.95. Career Education itself had Capital Outlay expenditures of over \$646,000.

The second major discrepancy, the uniform application of 540 hours of instruction per student to Career Education students, when the actual required hours are 1,080, results in dissipating the total cost per student per academic year to one-half the cost that should be applied to each student when costs are applied on an hourly basis. Career Education students are in class for 30 hours each week for 36 weeks or 1,080 hours.

Adjustments to rectify the Capital Outlay Cost omission, the erroneous inclusion of CEP and Des Moines Skill Center costs and contact hours, which are both fully reimbursable, the deletion of the Des Moines Practical Nursing Program and showing cost computed on an FTE basis, as opposed to the 540 hour formula, more realistically illustrate the cost per student for each of the three instructional divisions. (See Exhibit I)

The inclusion of Capital Outlay and the other adjustments noted above, show an appreciable increase in the adjusted program cost (Column 2 of Exhibit I), and consequently an appreciable cost per unit in Columns 3 and 4. The latter using the State Auditor's method of computing cost. Columns 6 and 8 show the cost when computed on the basis of full-time equivalent students. Neither method of computation is absolute, but the latter can be more realistically supported in terms of uniform proration of cost.

JA:jj
14 Sept. 1970

EXHIBIT I

	<u>Contact Hours</u>	<u>Adjusted Program Costs</u>	<u>Cost Per Hour</u>	<u>Times 540</u>	<u>FTE Number Reimb.</u>	<u>Cost Per Reimb. FTE</u>	<u>Total Number All FTE</u>	<u>Cost Per Total FTE</u>
<u>1968-69</u>								
General Ed.	285,938	322,705.65	1.13	610.20	381.69	845.47	389.20	829.15
Career Ed.	685,091	1,884,005.56	2.75	1,485.00	810.08	2,325.70	811.23	2,322.40
Adult Ed.	382,207	603,177.04	1.58	853.20	788.73	764.74	884.02	682.31
Total	1,353,236	\$2,809,888.25	\$2.08	\$1,123.20	1,980.50	\$1,418.77	2,084.45	\$1,348.02
<u>1969-70</u>								
General Ed.	201,887	767,920.67	3.80	2,052.00	453.11	1,694.78	467.33	1,643.21
Career Ed.	965,549	1,954,091.94	1.96	1,058.40	1,046.64	1,867.01	1,060.68	1,842.30
Adult Ed.	350,694	524,038.35	1.49	804.60	831.15	630.50	911.82	574.72
Total	1,518,130	\$3,246,050.96	\$2.14	\$1,155.60	2,330.90	\$1,392.61	2,439.83	\$1,330.44

Resume' of New Personnel

Name: Janet Ashby
Age: 31
Position: Operating Room Tech. Instructor (part time)
Division: Career Education
Recommended salary: \$6,120
Most recent salary: \$34 daily
Salary in relation to staff
w/similar qualifications: Same
Education: Graduate - Iowa School of Nursing
Experience: Approx. 3½ years practical experience, 1½ years
hospital in-service education in operating room
techniques and 1 year at DNACC part-time clinical
instructor.

Reason for recommending
this person: Background in operating room and in instruction
Beginning date of employment: September 8, 1970
Length of contract: 12 months
Reason for employment: Replacement

** ** *

Name: Bonnie Nelson
Age: 42
Position: LPN Instructor
Division: Career Education - Boone
Recommended salary: \$8,000
Most recent salary: \$7,860
Salary in relation to staff
w/similar qualifications: Similar
Education: R. N. diploma graduate
Experience: 12 yrs. of experience in a variety of nursing
positions at several hospitals.

Reason for recommending
this person: Work experience and apparent characteristics for
teaching.
Beginning date of employment: September 20, 1970
Length of contract: 12 months
Reason for employment: Replacement